

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Agriculture and Co-operation (Horticulture / Sericulture) Department – Standing orders under Rule 22(a) & (b) of Andhra Pradesh Business Rules and Secretariat Instructions for disposal of cases – Orders - Issued.

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**AGRICULTURE AND CO-OPERATION (OP.I) DEPARTMENT**

G.O.Rt.No. 913

Dated:26-07-2008.  
 Read the following:-

1. U.O. Note No.240/Cabinet/2004-1, General Administration(Cabinet) Department, dated:04.06.2004.
2. G.O.Rt.No.749, Agri. & Coop.(Horti.) Dept., Dated 29-07-2004  
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**O R D E R :-**

In pursuance of the instructions issued in the reference 1<sup>st</sup> read above, and Rule 22(a) of Andhra Pradesh Government Business Rules and Secretariat Instructions, the following procedure shall be followed for disposal of the cases pertaining to Agriculture and Cooperation (Horticulture / Sericulture) Department with effect from 09-05-2008:

<b>Sl. No.</b>	<b>Nature of Subjects / Cases</b>	<b>To be disposed off by the APC &amp; Prl. Secy.</b>	<b>To be disposed off by the Minister</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
1.	Purchase of furniture, Computers, Fax Machines, Xerox machines and purchase of any other major equipment.	APC & Principal Secretary	
2.	Creation, Continuation and abolitions of posts.	--	Chief Minister/ Minister.
3.	Approval of panels of DD., JD., Addl. Director of Horticulture / Sericulture.	--	Chief Minister/ Minister
4.	Relaxation of rules in respect of all categories.	--	Chief Minister/ Minister
5.	Compassionate appointments	APC & Principal Secretary	--
6.	Deputation and training within the State	APC & Principal Secretary	--
7.	Deputation and training outside the State (for long period)	--	Chief Minister / Minister
8.	Service Rules and their Amendments.	--	Chief Minister/ Minister
9.	All matters relating to A.P. Legislature	--	Chief Minister/ Minister
10.	Disciplinary cases, including appeals, reviews, revisions and service matters of A.D. and below.	APC & Principal Secretary	--

(P.T.O.)

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
11.	Disciplinary cases, including appeals, revisions, reviews and service matters of D.D. and above.	--	Chief Minister/ Minister
12.	Sanction of addl. Charge allowances and medical reimbursements	APC & Principal Secretary	--
13.	Sanction of medical reimbursement in relaxation of rules	--	Chief Minister/Minister
14.	Deputation, training, tours Abroad	--	Chief Minister / Minister
15.	Joining time, compulsory wait	APC & Principal Secretary	--
16.	Write off of losses	--	Chief Minister/ Minister
17.	Disposal of un-serviceable items and sanction of their write off or sanction of their sale.	APC & Principal Secretary	--
18.	Ratifications of the orders of H.O.Ds., and other lower officers in service matters	APC & Principal Secretary	Chief Minister/ Minister wherever necessary
19.	Court cases including contempt cases	APC & Principal Secretary	Chief Minister/ Minister wherever necessary
20.	A.C.B., Vigilance Cases, T.D.P., and Lokayukta cases	APC & Principal Secretary	Chief Minister/ Minister wherever necessary
21.	Explanatory Notes on A.G., CAG paras, PAC items and all matters relating to House Committees	APC & Principal Secretary	Chief Minister/ Minister

**Scheme Matters :**

22.	All Plan Schemes i.e., State, Central Sector and Centrally Sponsored Schemes		Chief Minister/ Minister
23.	Agriculture Prices Commission	--	Chief Minister/ Minister
24.	Audit objections Local Fund Audit objections / Fees write off and waiver of losses	APC & Principal Secretary	--
25.	World Bank Aided / External Aided New Projects / New Schemes	APC & Principal Secretary	Chief Minister/ Minister
26.	Matters relating to LAQs., / SNQs., / LCQs. / Assurances / Rule 304 / PAC	--	Chief Minister/ Minister
27.	Transfer of Seed Farm lands / Lease of seed farm lands	--	Chief Minister/ Minister / Cabinet

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28.	All important correspondences relating to G.O.I.	APC & Principal Secretary	Chief Minister / Minister wherever necessary
29.	Natural calamities	APC & Principal Secretary	Chief Minister / Minister wherever necessary
30.	Budget / Cut motions	--	Chief Minister/ Minister
31.	Acts, Rules, Manuals & Statutes thereunder and Amendments	--	Chief Minister/ Minister
32.	Correspondence for addl. Funds from GOI.,	APC & Principal Secretary	--
33.	Constitution and appointment of Board of Directors of Corporations	--	Chief Minister/ Minister
34.	Constitution of various Committees	--	Chief Minister/ Minister
35.	Cabinet Memorandum	--	Chief Minister
36.	Organisation of Exhibitions	APC & Principal Secretary	
37.	Continuation of Non-Plan Schemes	APC & Principal Secretary	--
38.	Policy matters pertaining All Corporations / undertakings	--	Chief Minister/ Minister

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

DR. S. CHELLAPPA,  
APC & PRINCIPAL SECRETARY TO GOVERNMENT, ATM.

To

All Sections in Agriculture and Co-operation Department.

All Officers in Agriculture and Co-operation Department.

Copy to:

P.S. to Prl. Secy. to Chief Minister.

P.S. to Minister (Horti. & Seri).

P.S. to Chief Secretary.

P.S. to APC & Principal Secretary to Govt., ATM.

SF/SC.

// FORWARDED :: BY ORDER //

SECTION OFFICER.